



DEPARTMENT OF THE ARMY
HEADQUARTERS, 1ST THEATER TACTICAL SIGNAL BRIGADE
UNIT # 15271
APO AP 96271-5271

NETC-SKC-Z

17 September 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy #20 Readiness Recall Curfew, Pass, and Leave

1. References:

- a. USFK Regulations 600-8-10, Leaves and Passes, 19 Dec 2011.
- b. United States Army Pacific Policy, Leave Restriction within the USARPAC Area of Operations for Operational Deployments, 30 Sep 2015.
- c. United States Forces Korea Command Policy, General Order Regarding Off Installations Curfew, 19 Dec 2014.
- d. 8th Army Command Policy Letter #31, General Order Regarding Off Installation Curfew, 23 Mar 2018.

2. Policy. It is Army policy that Soldiers use accrued leave as frequently as possible for their health, moral, and welfare. Leave is an entitlement earned along with pay. Commanders and supervisors will establish a leave and pass plan to ensure Soldiers take adequate liberty with a minimal effect on unit readiness. Mission readiness, however, will not be compromised.

3. Readiness Recall Curfew

a. An off-installation curfew is in effect from 0100-0500 every day of the year for all personnel in the Republic of Korea who are assigned or attached to, or under the operational, tactical, or administrative control of Commander, 1st Theater Tactical Signal Brigade. By 0100 all Personnel will be: (1) on any U.S. military installation; (2) inside a private residence; or (3) inside a hotel room (but NOT in any public area of the hotel such as the lounge, bar, lobby, restaurant, casino, pool, spa, or hallway). **1st LINE LEADERS are expected to know where their Soldiers are physically located and how to contact them in the event of a recall.** This is a **punitive policy** and violations may result in punishment under the UCMJ. Exceptions to this policy are detailed in paragraph 5.b. of the enclosed 8th Army General Order Regarding Off-Installation Curfew.

b. On weekends (Fri/Sat night), or as prescribed on holidays, and non-duty days, Battalion Commanders will ensure that a designated unit representative (Company Commanders) will report 100% accountability and compliance of all on-peninsula personnel directly to the Brigade Staff Duty. The Brigade Staff Duty (OIC/NCOIC) will ensure that the accountability status is relayed to the Brigade Command Team no later than 0115 hours that morning. The Battalion / Company command teams may report earlier if accountability is established prior to 0100.

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c. Subordinate commanders may issue orders and policies consistent with this Brigade policy and are authorized to determine the extent to which Soldiers may be away from their assigned place of duty without an approved pass or leave. Soldiers who are assigned quarters in two Areas (e.g., housing in Area I and family housing in Area II) are considered as being assigned to both areas for the purposes of this policy.

4. Readiness Standards.

a. Commanders will ensure that no more than 10% of their assigned strength is outside the ROK on ordinary leave or pass. Of the personnel remaining in the ROK, at least 90% must be able to muster within four hours of an alert notification.

b. Commanders will ensure that their units are able to achieve this minimum readiness capability and will establish accountability procedures that are consistent with this requirement. This may include, but is not limited to, leave and pass policies that are consistent with this order, travel distance limits, and shorter recall standards based on individual unit mission readiness requirements.

c. All units will have their commander or designated second-in-command (Executive Officer or Deputy Commander) on-peninsula at all times. For staff sections, either the section primary or deputy must be on-peninsula at all times. Coverage of all critical positions in the command must remain uninterrupted and no underlap may exist. Exceptions to the above must be approved by the BDE CDR.

5. Pass and Leave Approval Authority

a. The approval authority for passes outside the Republic of Korea and all leave is the first O-5 commander in a Soldier's chain of command. This authority is delegable to the first O-3 commander. Soldiers will obtain the necessary travel briefings and training from S2 prior to leave or pass approval.

b. For passes within the Republic of Korea, the approval is the:

1. First O-3 or higher commander in the Soldier's chain of command; or

2. Staff primary or deputy in the grade of O-5. These passes will be processed through the respective company headquarters for accountability.

6. All prior brigade leave, pass, and readiness recall curfew policies are rescinded.

7. Point of contact for this policy is the 1st TTSB S1 at DSN 315-756-3144.



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Commanding